

SPECIAL DISTRICT STAFFING

The following position changes in the 2003/2004 budget are deemed necessary by staff to meet operational requirements:

1. In County Service Area 70 (SKV-105 Pay Center 100) Special Districts Administration, there are 4 reclassifications that are recommended based on completed desk audits: one Accounting Technician I position is reclassified to Staff Analyst I, one Administrative Supervisor I position is reclassified to Budget Officer, one Special Projects Analyst is reclassified to Regional Manager, and one Staff Analyst I is reclassified to Staff Analyst II. There are 2 additions and one transfer: one Regional Manager is added to provide increased managerial coverage, one Personnel Analyst is added due to increased human resources workload requirements and is funded 50% by Special Districts Administration and 50% by Fire Department Administration, and one Communications Aide is transferred from Fire Department Information Services (SKX 106-110).
2. In County Service Area 70 (SKV-105 Pay Center 200) Water & Sanitation, there are 4 recommended reclassifications based on reorganization and workload: one Executive Secretary II position is reclassified to Water Sewer Executive Assistant, one Sanitary Assistant Chief is reclassified to Business Applications Manager, one Water Assistant Chief is reclassified to Operations Maintenance Superintendent, and one Maintenance Supervisor is reclassified to Maintenance Supervisor - Water. There are 2 additions: one Automated Systems Technician is added for districts operations and remote telemetry systems, and one Administrative Secretary II is added to provide additional clerical support due to expansion in a majority of the larger water and sewer districts.
3. In County Service Area 70 (SKV-105 Pay Center 779) Bloomington Recreation and Park District, one Park Maintenance Worker I position is de-funded due to decreased workload requirements.
4. In Crestline Sanitation District, one Maintenance Supervisor is reclassified to Maintenance Supervisor – Wastewater.
5. In County Service Area 38 Fire, two Captain positions, seven Firefighter positions, and three Engineer positions are de-funded due to the Daggett Fire Station not being staffed.
6. In County Service Area 56 Wrightwood, one Administrative Secretary I is reclassified to Administrative Secretary II.
7. In County Service Area 70 (SKX-106 Pay Center 100) Fire Administration, one Accounting Technician position is reclassified to Staff Analyst II and one Staff Analyst I position is reclassified to Staff Analyst II. Two new Battalion Chief positions are added: one for the Central Valley Division to enhance supervisory

Special Districts Staffing Continued

and management of the growing Central Valley which will allow better utilization of the Division Chief within the Central Valley; the second Battalion Chief is for Mountain Division to provide better coverage of the Mountain communities, Mentone, and Forest Falls in addition to dealing with the growing fuels issues on the mountain. ~~One Deputy Chief position is funded to serve as the chief assistant to the Fire Chief to improve managerial span of control over the organization, including assumption of an Assistant Chief position's duties, and. A~~ Service Center Manager is added to oversee Vehicle Services, Warehouse Services, and Facilities Maintenance. ~~One Assistant Chief is de-funded due to the absorption of duties by the new Deputy Chief position, and. One vacant Account Clerk II position is de-funded.~~

8. In County Service Area 70 (SKX-106 Pay Center 110) Information Services, two Automated System Analyst I positions are reclassified to System Support Analyst I, one Automated System Technician is reclassified to Automated System Analyst I, and two Automated System Analyst II positions are reclassified to System Support Analyst III. One Automated System Technician is added to provide the Fire Department with programming expertise to focus on applications development and maintenance of current systems, and one Communication Aide is transferred to SKV 105-100 (see item 1 above).
9. In County Service Area 70 (SKX-106 Pay Center 155-160) Hazardous Materials, one Administrative Clerk II position is reclassified to Staff Analyst I, one Environmental Technician II is reclassified to Environmental Specialist II, and one Environmental Specialist II is reclassified to Environmental Specialist III. One Clerk II is added to provide data entry support into the Envision Program utilized by the Hazardous Materials Division for various applications related to the state mandated CUPA programs, and two Environmental Health Specialist II positions are added due to increased workload requirements.
10. In County Service Area 70 (SKX-106 Pay Center 300) Vehicle Maintenance, one Vehicle Maintenance Superintendent is reclassified to Vehicle Services Supervisor and one Mechanic position is added to support the Rialto, Colton, and Loma Linda City contracts.
11. In County Service Area 70 (SKX-106 Pay Center 700) Communications, one Automated System Technician is reclassified to Automated Systems Analyst I. A CAD Manager position is added to provide the computer expertise and fire experience necessary to adequately run the department's CAD system allowing for the proper dispatch of emergency responders.
12. In County Service Area 70 (SKX-106 Pay Center 800) Training, one Administrative Secretary I is reclassified to Administrative Secretary II.
13. In Lake Arrowhead Fire Protection District, one Account Clerk II position is reclassified to Clerk III.

Special Districts Staffing Continued

14. In Yucca Valley Fire Protection District, one Administrative Clerk II is reclassified to Staff Analyst I.